



NURSE ASSISTANT POSITION DESCRIPTION

Objectives of the position: To provide assistance to the RNs

Reports to: Clinic Manager

Status: Volunteer - limited

Current services provided: pregnancy tests, limited ob. ultrasounds, options counseling, STD testing and treatment, and assists with pre-natal/medical-oriented classes

Minimum Qualifications:

- Have a personal and growing relationship with Christ as Savior and Lord
- Hold a biblical view of the sanctity of life (100% pro-life) and God's good design for sex and marriage
- Agree with and uphold the Statement of Faith, Statement of Principle, the Vision and Mission Statements
- Be a good communicator
- A desire to serve and help both our nurses and our clients
- Be able to work with people from all walks of life, including lifestyles we don't agree with
- Be able to provide top-notch medical care with compassion
- Have at least a working knowledge of pregnancy, abortion, and related health issues and be willing to grow in these areas.
- Not be shy about talking about sexual matters
- Be willing to undergo trainings of various kinds
- Be willing to be part of a team and work to keep Center unity

The ideal candidate for this position will have a strong commitment to the center and its mission. They will also possess the desire and ability to provide the very best and necessary services for our clients. Lastly, they will possess the humility needed to get 'in the muck' with our clients while treating them with dignity and the compassion of Christ.

Essential Functions:

Perform the following duties in accordance with existing medical policies and procedures under the authority and direction of the Medical Director and Executive Director. The following is a general overview:

1. Initially

- Be the second person in the room for ultrasounds
- Wipe down room in between clients
- Restock and clean bathroom at the end of the day (if applicable)
- Grab any supplies, goody bags, etc. that nurses request
- Cover the Medical front desk, greet patients
- Any miscellaneous things the nurses ask for

2. After further training, as needed

- Help nurses administer urine-based tests (pregnancy and STD testing)
- Help nurses with any paperwork
- Help with patient discharge/scheduling appointments

Last Modified: 4-17-24

Prepared By: Carrie Kraucyk, Executive Director

Approved By: Board

Employee Acknowledgement:

I have read and understand the Position Description for the position I hold at Abiding Care. A copy of the Position Description has been given to me for my records. I acknowledge, understand and agree that:

1. It is to inform and assist me in the performance of my duties at Abiding Care.
2. It does not constitute an employment contract with Abiding Care.
3. It does not confer any rights for any employee.
4. It is subject to change at any time without prior notice.
5. It is the property of Abiding Care.

I understand and agree that my employment with [Center] is “at will” and may be terminated at any time, with or without cause, for any or no reason, and with or without prior notice.

Signature: _____ **Date:** _____

Original: Employee’s Personnel File

Copy: To Employee

Copy: Position Descriptions File